

**GOVERNOR'S COMMITTEE FOR THE PURCHASE OF
COMMODITIES AND SERVICES FROM THE HANDICAPPED**

**P.O. Box 745
Institute, WV 25112**

Minutes

March 22, 2000

**Small Conference Room
West Virginia Rehabilitation Center
Institute, West Virginia**

ATTENDANCE: Lee Dixon, Tom Bell, Jack McComas, Debbie Bensey, Trudy Oliver, Chris Miller, Tim Morris, Jerry Tribble, & Susan Ellison

APPROVAL OF MINUTES: Jack McComas made a motion to approve the minutes. Tom Bell seconded the motion; motion carried.

FINANCIAL REPORT: Financial report given by Jerry Tribble reflects a balance of \$2,691.29.

REPORT OF CHAIRMAN: .

A final copy of the 1999 Annual Report was distributed.

REPORT OF EXECUTIVE SECRETARY: There was no report from the Executive Secretary.

REPORT OF WVARF EXECUTIVE DIRECTOR: Debbie Bensey distributed a draft copy of additional wording proposed for the WVARF/Work Center agreement. WVARF needs the authority to audit work centers when problems arise in the contracts. The Committee feels that WVARF already has this right. Along with stating this in the agreement, the Committee feels that work centers should be given a definite time frame to correct problems. The time frame should be short since the customer has the right to expect immediate correction. It was also felt that if the contract states "x" amount of money should be spent on equipment and chemicals, then the Committee expects the CRP to have that money available to purchase what is needed for contract. After much discussion, it was determined that the agreement should be worded as strongly as possible.

Chairman: Lee Dixon

Members: Linda Maniak, Jerry Tribble, Tom Bell, Jack McComas, Trudy Oliver

Ex Officio Members: Curt Curtis, Executive Secretary

Stephen R. King, Executive Director, West Virginia Association of Rehabilitation Facilities

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OLD BUSINESS: Chris Miller distributed a report of last six months gross revenues. The Committee reviewed the report and noted increased revenues.

Jerry Tribble indicated that the annual report would be made available in braille and large print.

NEW BUSINESS: Debbie Bensey will mail a copy of the WVARF/Work Center Agreement to the members.

CONTRACT PRESENTATION: Debbie reported new contracts consisted of the Governors Workforce Investment Office, which would be a receptionist position, and Fairmont State College-Floaters. Tom Bell made a motion to accept the renewals and new contracts. Jack McComas seconded the motion; motion carried.

Jack McComas made a motion to adjourn the meeting. Jerry Tribble seconded the motion; motion carried.

The time and place for the next meeting is April 26, 2000, 10:00 a.m. - 12:00 noon at the Institute Complex in the Small Conference Room.

Submitted by Susan Ellison